



## 2012-13 Year-In-Review

August 2013

1. **Fiscal – Post Lawsuit:** Started the fiscal year with multiple strategies developed to mitigate the impact of the lawsuit. Highlights:
  - Reduced trial fees through one-on-one negotiations and paid them in full.
  - Rolled the construction loan into our mortgage with favorable terms.
  - Concluded post trial mediation and was awarded \$75,000.
  - Achieved a balanced budget with a 3% COLA and not cuts in benefits.
  - Received a one month “health premium holiday” from Kaiser Permanente valued at \$207,890 in budget relief.
  - Realized our first positive cash flow in quite a while.
  - Achieved a clean audit report.
  
2. **Resource Development:** Began the fiscal year without any Development staff and \$88,000 from the County to make the changes needed to increase Community Action’s capacity to raise private, unrestricted funds to achieve our 2012-17 Strategic Plan Goals. Highlights:
  - Independent audit of resource development model and recommendations for needed changes to improve financial results.
  - Outsourced PYSK Breakfast to ensure that it would continue until the transition to a new model was established.
  - Hired Catherine Crooker as our Director of Advancement; she hired a Donor Relations Specialist.
  - Completed a fundraising plan to support the organization’s 2012-17 Strategic Plan goals; on target to achieve the first year’s goal of netting \$104,000 in unrestricted funds; received \$75,000 from Kaiser Permanente to upgrade our IT systems.
  - Outsourced and changed up our Community Spirit Gala, grossing over \$95,000 with 60% of our guests making a contribution; the most successful ever.
  - In the process of redeveloping our web site, to be launched by the end of summer.
  
3. **Human Resources:** We continued to provide regular supervisory and leadership trainings to our staff; increased our focus on employee wellness; surveyed staff to determine areas of improvement needed; focused on the professional development of our Head Start teachers; and are in the process of updating all of our job descriptions and improving our performance management tool.
  
4. **Community Action Programs:** All of our programs continued to operate at full capacity with demands for service exceeding our resources in most areas. Since the first of the fiscal year, we have received 199,412 calls for energy and rent assistance and continue to have wait lists for Head Start and Homeless Services. By the end of the year we received word of the federal sequestration and across the board cuts to our federal grants, creating additional challenges for our budget next fiscal year. However, State funding, so far, is remaining stable. Highlights:
  - With new funding and a partnership with the Community Action agency in Columbia County, we launched services focused on the needs of Homeless Vets.
  - Implemented Financial Literacy and Asset building services focused on families enrolled in Head Start and our Child Care Resource and Referral Providers.

- Experienced a safety incident in Head Start that was successfully resolved but will still require us to recompetete for the grant next year. In addition, it added a large workload and shift of focus for management for several months and impacted employee morale.
  - Hired a new Weatherization Manager who inherited a backlog of work and has as a top priority to ensure that our grants are spent down and our goal for homes completed are met.
  - Partnership with Intel has increased the quality of child care in Washington County; of the 14 family child care providers in Oregon that received their accreditation, 12 were from Washington County.
5. Pathways to Excellence: Community Action committed to engaging in a 10 month, agency self-assessment process to identify our strengths and the improvements we could make to achieve excellence. Renee Bruce is leading our effort which was officially launched in March with the development of our committee structure to carry out the work. The team is on target to present their draft report to the Board at its' November Board meeting. In addition, we have identified a team of six employees interested in obtaining CCAP status and all have been assigned roles with the Pathways process.
6. Beaverton Community Health Collaboration: Participated (Betty Lou, Renee and Jerralynn) in meetings to plan and develop the concept of this collaboration and identify partner space needs as our key strategy for achieving Beaverton Multi Service Center goal. Highlights:
- Designation by the Governor to be an Oregon Solutions project resulting in resources provided to facilitate a 7 month planning process.
  - Beaverton obtained a grant from the Center for Disease Control and Prevention to support the Collaboration. We received \$170,000 and hired a Wellness Coordinator who is helping us to develop and expand our wellness practices.
  - In February a declaration of cooperation was signed by the City of Beaverton and the partners and set July 2016 as a tentative opening date.
7. Community Engagements: Leadership staff continues to be highly engaged in partnerships and collaborations. Examples:
- First Lady Sylvia Hayes Prosperity Initiative Planning Team (Ness)
  - Washington County Thrives poverty messaging campaign (Renee)
  - Washington County Anti-Poverty Strategies Lead (Renee)
  - Federal Office of Community Services CSBG Performance Management Task Force (Ness)
  - Local planning group for the transition to the Early Learning Council Recommendations (Renee)
  - Numerous boards and committees addressing housing and homelessness (Ness, Renee, others)
  - Partnering with Pacific University for student interns (Farzana)
  - Serving on numerous Boards of Directors such as: Beaverton Education Foundation (Farzana), NWRESA (Renée), Hillsboro Chamber of Commerce (Ness), Hillsboro Community Foundation (Ness), Vision Action Network (Ness), Washington County Palliative Care and Hospice (Catherine), and others.
  - The Washington County Museum presented Jerralynn with their 2013 "Heart of Washington County" Award at their annual Taste of Washington County event.